



ROBERT RYANS
Director

COMMUNITY AND SENIOR SERVICES OF LOS ANGELES COUNTY

BOARD OF SUPERVISORS

GLORIA MOLINA
YVONNE BRATHWAITE BURKE
ZEV YAROSLAVSKY
DON KNABE
MICHAEL D. ANTONOVICH

June 17, 2003

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

**ACCEPTANCE AND ALLOCATION OF 2002 AUGMENTATION FUNDS FROM
THE CALIFORNIA STATE DEPARTMENT OF COMMUNITY SERVICES AND
DEVELOPMENT FOR NATURALIZATION SERVICES
(ALL SUPERVISORIAL DISTRICTS) (3 VOTES)**

IT IS RECOMMENDED THAT YOUR BOARD:

1. Authorize the Director of CSS, or his designee, to amend the 2002 Naturalization Services contracts with DCSD in the amount of \$167,961 for administration and operation of naturalization services, after approval as to form by County Counsel.
2. Approve the allocation of \$151,167 to the nine citizenship service providers in Attachment B, \$8,397 for CSS Naturalization program services, and \$8,397 for CSS administrative costs. The program costs are fully financed using Naturalization Services Provider (NSP) funds.
3. Authorize the Director of CSS, or his designee, to amend service provider contract agreements, effective upon Board approval through December 31, 2003, after County Counsel's approval as to form, consistent with the requirements of DCSD 2002 Naturalization Services Contract and County mandates.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

DCSD received a fiscal year 2002-2003 State Budget General Fund appropriation to continue providing naturalization program services in California. CSS, in partnership with nine naturalization service providers, responded to the State's Request for Proposal for naturalization services. DCSD allocated additional NSP funds to CSS to administer and coordinate naturalization services

with the nine organizations. The recommended action will enable CSS to accept the additional funding from DCSD, amend the required contract agreements with DCSD, and amend program agreements with the nine service providers per Attachment B.

Implementation of Strategic Plan Goals

The recommended actions support the Countywide Strategic Plan Goal of Service Excellence.

FISCAL IMPACT

There is no impact on the County's general fund as the program is fully funded by NSP funding. The \$167,961 funding will be allocated as follows:

\$ 8,397	CSS Administration
\$ 8,397	CSS Naturalization Program Services
<u>\$151,167</u>	Contracted Service Providers (See Attachment B)
\$167,961	

The funding has been included in the department's fiscal year 2003/04 Proposed Budget.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

DCSD will contract with CSS for the delivery of naturalization services to legal immigrants residing in four service areas in the County of Los Angeles. CSS will amend sub-contract agreements with nine citizenship service providers who will provide free naturalization services to the elderly, disabled and low-income legal immigrants.

CONTRACTING PROCESS

CSS will amend agreements with the nine (9) agencies in accordance with CSS' contractual agreement with DCSD.

The Honorable Board of Supervisors
June 17, 2003
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IMPACT ON CURRENT SERVICES

The recommended actions will provide free naturalization services to legal residents eligible to become United States citizens.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Robert Ryans', with a stylized flourish at the end.

ROBERT RYANS
Director

Attachments (2)

c: David E. Janssen
Lloyd W. Pellman
Violet Varona-Lukens
J. Tyler McCauley

AGREEMENT NUMBER
01N-2340

AMENDMENT NUMBER
4

1. This Agreement is entered into between the State Agency and the Contractor named below
STATE AGENCY'S NAME
Department of Community Services and Development
CONTRACTOR'S NAME
Los Angeles Community Department of Community and Senior Services
2. The term of this Agreement is : **March 7, 2002 through December 31, 2003**
3. The maximum amount of this Agreement is: **\$ 202,375.00**
4. The parties mutually agree to this amendment as follows. All actions noted below are by this reference made a part of the Agreement and incorporated herein:

1. The total consideration payable to Contractor by the State has changed from \$154,312.00 to \$202,375.00, reflecting an increase of \$48,063.00.

IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto.

CONTRACTOR

CALIFORNIA
Department of General Services
Use Only

CONTRACTOR'S NAME (If other than an individual, state whether a corporation, partnership, etc.)

Los Angeles Community Department of Community and Senior Services

BY (Authorized Signature)

DATE SIGNED (Do not type)

PRINTED NAME AND TITLE OF PERSON SIGNING

ADDRESS

3175 West Sixth Street, Room 400, Los Angeles, CA 90020-1708

STATE OF CALIFORNIA

AGENCY NAME

Department of Community Services and Development

BY (Authorized Signature)

DATE SIGNED (Do not type)

PRINTED NAME AND TITLE OF PERSON SIGNING

Richard J. Bueche, Chief Financial Officer

ADDRESS

700 North 10th Street, Sacramento, California 95814

I hereby certify that all conditions for exemption have been complied with, and this document is exempt from the Department of General Services' approval.

☐ Exempt per _____

AGREEMENT NUMBER
01N-2341

AMENDMENT NUMBER
4

1. This Agreement is entered into between the State Agency and the Contractor named below
STATE AGENCY'S NAME
Department of Community Services and Development
CONTRACTOR'S NAME
Los Angeles Community Department of Community and Senior Services
2. The term of this Agreement is : **March 7, 2002 through December 31, 2003**
3. The maximum amount of this Agreement is: **\$ 160,658.00**
4. The parties mutually agree to this amendment as follows. All actions noted below are by this reference made a part of the Agreement and incorporated herein:

1. The total consideration payable to Contractor by the State has changed from \$122,503.00 to \$160,658.00, reflecting an increase of \$38,155.00.

IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto.

CONTRACTOR

CALIFORNIA
Department of General Services
Use Only

CONTRACTOR'S NAME (If other than an individual, state whether a corporation, partnership, etc.)

Los Angeles Community Department of Community and Senior Services

BY (Authorized Signature)

DATE SIGNED (Do not type)

PRINTED NAME AND TITLE OF PERSON SIGNING

ADDRESS

3175 West Sixth Street, Room 400, Los Angeles, CA 90020-1708

STATE OF CALIFORNIA

AGENCY NAME

Department of Community Services and Development

BY (Authorized Signature)

DATE SIGNED (Do not type)

PRINTED NAME AND TITLE OF PERSON SIGNING

Richard J. Bueche, Chief Financial Officer

ADDRESS

700 North 10th Street, Sacramento, California 95814

I hereby certify that all conditions for exemption have been complied with, and this document is exempt from the Department of General Services' approval.

☐ Exempt per _____

AGREEMENT NUMBER
01N-2342

AMENDMENT NUMBER
4

1. This Agreement is entered into between the State Agency and the Contractor named below
STATE AGENCY'S NAME
Department of Community Services and Development
CONTRACTOR'S NAME
Los Angeles Community Department of Community and Senior Services
2. The term of this Agreement is : **March 7, 2002 through December 31, 2003**
3. The maximum amount of this Agreement is: **\$ 235,135.00**
4. The parties mutually agree to this amendment as follows. All actions noted below are by this reference made a part of the Agreement and incorporated herein:
 1. The total consideration payable to Contractor by the State has changed from \$179,292.00 to \$235,135.00, reflecting an increase of \$55,843.00.

IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto.

CONTRACTOR

CALIFORNIA
Department of General Services
Use Only

CONTRACTOR'S NAME (If other than an individual, state whether a corporation, partnership, etc.)

Los Angeles Community Department of Community and Senior Services

BY (Authorized Signature)

DATE SIGNED (Do not type)

PRINTED NAME AND TITLE OF PERSON SIGNING

ADDRESS

3175 West Sixth Street, Room 400, Los Angeles, CA 90020-1708

STATE OF CALIFORNIA

AGENCY NAME

Department of Community Services and Development

BY (Authorized Signature)

DATE SIGNED (Do not type)

PRINTED NAME AND TITLE OF PERSON SIGNING

Richard J. Bueche, Chief Financial Officer

ADDRESS

700 North 10th Street, Sacramento, California 95814

I hereby certify that all conditions for exemption have been complied with, and this document is exempt from the Department of General Services' approval.

☐ Exempt per _____

AGREEMENT NUMBER
01N-2343

AMENDMENT NUMBER
4

1. This Agreement is entered into between the State Agency and the Contractor named below
STATE AGENCY'S NAME
Department of Community Services and Development
CONTRACTOR'S NAME
Los Angeles Community Department of Community and Senior Services
2. The term of this Agreement is : **March 7, 2002 through December 31, 2003**
3. The maximum amount of this Agreement is: **\$ 109,054.00**
4. The parties mutually agree to this amendment as follows. All actions noted below are by this reference made a part of the Agreement and incorporated herein:

1. The total consideration payable to Contractor by the State has changed from \$83,154.00 to \$109,054.00, reflecting an increase of \$25,900.00.

IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto.

CONTRACTOR

CALIFORNIA
Department of General Services
Use Only

CONTRACTOR'S NAME (If other than an individual, state whether a corporation, partnership, etc.)

Los Angeles Community Department of Community and Senior Services

BY (Authorized Signature)

DATE SIGNED (Do not type)

PRINTED NAME AND TITLE OF PERSON SIGNING

ADDRESS

3175 West Sixth Street, Room 400, Los Angeles, CA 90020-1708

STATE OF CALIFORNIA

AGENCY NAME

Department of Community Services and Development

BY (Authorized Signature)

DATE SIGNED (Do not type)

PRINTED NAME AND TITLE OF PERSON SIGNING

Richard J. Bueche, Chief Financial Officer

ADDRESS

700 North 10th Street, Sacramento, California 95814

I hereby certify that all conditions for exemption have been complied with, and this document is exempt from the Department of General Services' approval.

☐ Exempt per _____

**2002-2003 Naturalization Services Program
Contract Totals**

AGENCY NAME	CURRENT CONTRACT	AUGMENTATION FUNDS	TOTAL FUNDS
Catholic Charities	\$103,836	\$ 27,907	\$ 131,743
Asian Pacific American Legal Center	\$ 23,902	\$10,000	\$ 33,902
Korean American Coalition	\$103,836	\$ 23,830	\$ 127,666
Jewish Family Services	\$ 31,638	\$ 11,000	\$ 42,638
Russian Jewish Community Cultural Center	\$ 83,818	\$ 23,830	\$107,648
S.F.V. Interfaith Council	\$ 31,638	\$ 11,000	\$ 42,638
Santa Clarita Valley Committee on Aging	\$ 47,607	\$ 16,800	\$ 64,407
Cal State Long Beach-605 Citizenship Project	\$ 37,313	\$ 16,800	\$ 54,113
International Institute	\$ 21,747	\$ 10,000	\$ 31,747
Totals	\$ 485,335	\$151,167	\$ 636,502